

7/23/2008 LIBRARY BUILDING COMMITTEE

REGULAR MEETING MINUTES

TAKEN BY: LISA RABIDEAU, LBC CLERK

MINUTES APPROVED ON AUGUST 20, 2008

DATE: Wednesday, July 23, 2008

TIME: 6:30 pm

**PLACE: Jesse M. Smith Memorial Library, 100 Tinkham Lane,
Harrisville, RI**

**MEMBERS PRESENT: Robert Martel, David Ketcham, G. Wayne Miller,
Victor Antoniello, James Moran, Christopher Blakely**

MEMBERS ABSENT: Michael Magnan

**OTHERS PRESENT: Sandra Mundy, JMS Librarian; Daniel Joubert,
Clerk of the Works**

**CALL TO ORDER: Meeting was called to order by Victor Antoniello
at 6:34 p.m.**

1. PREVIOUS MINUTES

That the question of accepting the minutes of June 18, 2008 (regular meeting) and the question of dispensing with the reading of said minutes now be taken up.

It was noted that there was a typographical error in the “members present” section: Michael Magnan’s name was listed twice and Robert Martel’s name was omitted.

VOTED: To ACCEPT the minutes of June 18, 2008 (regular meeting) as amended. MOTION BY: Wayne Miller SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: David Ketcham, Victor Antoniello, James Moran, Christopher Blakely, Wayne Miller, Robert Martel VOTING AGAINST: none

2. UNFINISHED BUSINESS

LBC-408 Discuss and take action on coin collector for copy machine. Sandra Mundy requested that the committee reject this item as she is not ready to purchase a coin collector at this time.

VOTED: To REJECT item as written. MOTION BY: David Ketcham SECONDED: James Moran THOSE VOTING FOR THE MOTION: David Ketcham, Victor Antoniello, James Moran, Christopher Blakely, Wayne Miller, Robert Martel VOTING AGAINST: none

LBC-409 Discuss and take action on sign bids for East Avenue side.

VOTED: To AWARD BID to Farrell Signs in the amount of \$1700 pending confirmation that all outlined specifications will be met. MOTION BY: Robert Martel SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: David Ketcham, Victor Antoniello, James Moran, Christopher Blakely, Wayne Miller, Robert Martel VOTING AGAINST: none

3. NEW BUSINESS

LBC-429 Discuss letter sent to Town Council President Nancy Binns

regarding handicapped parking at the library.

Committee notes that the current handicapped parking area was ADA approved and follows the law as it is the closest available parking “adjacent” to building.

VOTED: To RECEIVE AND FILE. MOTION BY: Wayne Miller

SECONDED: James Moran THOSE VOTING FOR THE MOTION:

David Ketcham, Victor Antoniello, James Moran, Christopher Blakely, Wayne Miller, Robert Martel VOTING AGAINST: none

LBC-430 Request from Vic Antoniello to discuss a final presentation to the Town Council.

It was suggested that this presentation should take place at the next council meeting after the last meeting of the LBC. Also, it was noted that the Burrillville Town Council needs to officially disband the LBC.

VOTED: To TABLE to next meeting. MOTION BY: James Moran

SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:

David Ketcham, Victor Antoniello, James Moran, Christopher Blakely, Wayne Miller, Robert Martel VOTING AGAINST: none

4. INVOICES & EXPENSES

LBC-428 Discuss and take action on INVOICE #77589-1 from Creative Office Pavilion (dated 6/10/2008) in the amount of \$2402.13 for furniture.

Dan Joubert requested this item to be tabled again as the vendor is due in on 8/8/08 to finish up.

VOTED: To TABLE to next meeting. MOTION BY: James Moran
SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:
David Ketcham, Victor Antoniello, James Moran, Christopher Blakely,
Wayne Miller, Robert Martel VOTING AGAINST: none

LBC-431 Discuss and take action on INVOICE #49 from Lisa Rabideau
(dated 6/22/2008) in the amount of \$343.86 for clerk services.

VOTED: To PAY INVOICE as written. MOTION BY: James Moran
SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:
David Ketcham, Victor Antoniello, James Moran, Christopher Blakely,
Wayne Miller, Robert Martel VOTING AGAINST: none

LBC-432 Discuss and take action on INVOICE #50 from Lisa Rabideau
(dated 7/6/2008) in the amount of \$208.26 for clerk services.

VOTED: To PAY INVOICE as written. MOTION BY: James Moran
SECONDED: Christopher Blakely THOSE VOTING FOR THE
MOTION: David Ketcham, Victor Antoniello, James Moran,
Christopher Blakely, Wayne Miller, Robert Martel VOTING AGAINST:
none

LBC-433 Discuss and take action on INVOICE #51 from Lisa Rabideau
(dated 7/20/2008) in the amount of \$489.33 for clerk services. (Note
contractual hourly increase)

VOTED: To PAY INVOICE as written. MOTION BY: James Moran
SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:
David Ketcham, Victor Antoniello, James Moran, Christopher Blakely,
Wayne Miller, Robert Martel VOTING AGAINST: none

LBC-434 Discuss and take action on INVOICE #6489 from American
Tele-Connect Services, Inc. (dated 6/26/2008) in the amount of \$213.75

for elevator phone work and testing.

Sandra Mundy notes that she believes this bill was a result of something caused by vendor and should not have been billed.

VOTED: To TABLE and forward to Ed Pienkos for clarification.

MOTION BY: Christopher Blakely SECONDED: Wayne Miller THOSE

VOTING FOR THE MOTION: David Ketcham, Victor Antoniello, James

Moran, Christopher Blakely, Wayne Miller, Robert Martel VOTING

AGAINST: none

LBC-435 Discuss and take action on INVOICE #0121687-IN from Electro Standards Laboratories (dated 6/26/2008) in the amount of \$2533 for LBC portion of fiber optic cable work. (Note that this invoice resulted from LBC-340, in which this committee approved (on 3/12/08) a request from Ed Pienkos to pay for up to \$3000 worth of the cost of running the fiber optic cable into library).

VOTED: To PAY INVOICE as written. MOTION BY: James Moran

SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:

David Ketcham, Victor Antoniello, James Moran, Christopher Blakely,

Wayne Miller, Robert Martel VOTING AGAINST: none

LBC-436 Discuss and take action on INVOICE #695629 from Dennis K. Burke Inc. (dated 7/1/2008) in the amount of \$11,571.54 for oil delivery.

VOTED: To PAY INVOICE as written. MOTION BY: David Ketcham

SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION:

David Ketcham, Victor Antoniello, James Moran, Christopher Blakely,

Wayne Miller, Robert Martel VOTING AGAINST: none

LBC-437 Discuss and take action on REIMBURSEMENT REQUEST from Sandra Mundy (dated 7/10/2008) in the amount of \$605.73 for items from Lowes and deposit on storage shed.

VOTED: To PAY INVOICE as written. MOTION BY: James Moran

SECONDED: Christopher Blakely THOSE VOTING FOR THE

MOTION: David Ketcham, Victor Antoniello, James Moran,

Christopher Blakely, Wayne Miller, Robert Martel VOTING AGAINST:

none

LBC-438 Discuss and take action on INVOICE #1503060 from ATC Lincoln (dated 5-28-2008) in the amount of \$207.43 for professional services.

VOTED: To PAY INVOICE as written. MOTION BY: Robert Martel

SECONDED: David Ketcham THOSE VOTING FOR THE MOTION:

David Ketcham, Victor Antoniello, James Moran, Christopher Blakely,

Wayne Miller, Robert Martel VOTING AGAINST: none

LBC-439 Discuss and take action on INVOICE #1507632 from ATC Lincoln (dated 6-25-2008) in the amount of \$696.90 for professional services.

VOTED: To PAY INVOICE as written. MOTION BY: David Ketcham

SECONDED: James Moran THOSE VOTING FOR THE MOTION:

David Ketcham, Victor Antoniello, James Moran, Christopher Blakely,

Wayne Miller, Robert Martel VOTING AGAINST: none

5. CHANGE ORDERS

NONE

6. REPORTS

A. ARCHITECT NOT HERE

B. CLERK OF THE WORKS NONE

C. GENERAL CONTRACTOR NOT HERE

D. ENVIRONMENTAL CONTRACTOR NOT HERE

E. PLANNING DEPARTMENT NOT HERE

F. LIBRARY ADMINISTRATION NONE

G. LIBRARY FUNDRAISING COMMITTEE NOT HERE

H. BUDGET UPDATE

David Ketcham advises that the total project cost is anticipated to be approximately \$9,350,000. This will leave a surplus amount of just under \$400k.

7. CORRESPONDENCE/COMMUNICATIONS

A. REQUEST(S) FOR INFORMATION TO BE RECEIVED NONE

**B. REVIEW AND ACT ON CORRESPONDENCE/COMMUNICATIONS
NONE**

8. GENERAL DISCUSSION OF PROJECT

David Ketcham notes that the only question that arose from the auditors was regarding the block grant money and what purpose it was used for.

Next (and final!) meeting scheduled for Wednesday, August 20, 2008.

9. THIS MEETING WAS ADJOURNED AT 7:18 PM

VOTED: To ADJOURN. MOTION BY: Wayne Miller SECONDED:

**James Moran THOSE VOTING FOR THE MOTION: David Ketcham,
Victor Antoniello, James Moran, Christopher Blakely, Wayne Miller,
Robert Martel VOTING AGAINST: none**

MINUTES	CERTIFIED	BY:
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	Lisa Rabideau, Clerk to LBC	Date

MINUTES	APPROVED:
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Victor Antoniello, LBC Chairman	Date